Working from home
Toolkit for working from home

Working from Home Wellness

Consistency is key

Whilst working remotely provides opportunities for flexibility around start and finish times, being consistent is still of critical importance.

If your start and stop times are too fluid- or you don't coordinate your start and stop times with your fellow team members – you may finds that you end up always being 'on'.

Dress for work

Dressing for work will help get you in the right frame of mind. Also, bear in mind that you may have to pick up an unexpected video call from your manager or colleague- so make sure you are dressed for the occasion.

Set up a routine for eating and taking breaks

Set an alarm on your calendar or a wellness related app. Sticking to this routine can help avoid overeating when food is just a short trip to the kitchen away.

Take breaks from the computer

To prevent eye strain, take breaks from your screen wherever you are working. A good rule of thumb is to take two 15-minute total breaks from work as well as four five-minute pauses, evenly spread throughout your workday to rest your eyes.

Alternatively, use the 20-20-20 rule. Every 20 minutes, look away about 20 feet in front of you for 20 seconds.

Refer the Ergonomics at Monash Health – Guidelines and Recommendations for additional information on stretches and exercises that may be useful.

Ensure proper nutrition and hydration

Make sure you have water near your desk.

Prepare healthy snacks in advance (perhaps during the time you would otherwise be commuting), so you are not tempted to reach for an unhealthy snack from your kitchen.

Establish a daily habit to transition from work to home

Set in place daily habits, such as changing outfits, switching off your computer, stepping outside etc., to mentally indicate your workday has ended.

Additional information and resources

The Monash Health Employee Assistance Program (EAP) provides a wealth of information and resources in relation to general wellbeing.

The EAP can be accessed by logging into the dedicated portal by clicking on the following link: https://convergeinternational.com.au/. The username and password for accessing the portal is 'monashhealth'. The EAP can also be accessed by calling 1300687327.

Monash Health